



North Dakota Legislative Council

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BILL AND JOURNAL ROOM - PHOTOCOPY FEE POLICY

The bill and journal room is operated by Legislative Assembly employees. The employees collect photocopying fees and transmit those fees to the Legislative Council office.

Before the 2021 legislative session, the Bill and Journal Room was operated by a private contractor. The increased availability of documents online reduced the need for photocopies and staff devoted to the Bill and Journal Room.

PHOTOCOPY POLICY

The following governs photocopying fees:

- The fee for photocopying service is 25 cents per page.
- Fees are not charged for photocopies of the following types of documents normally distributed to the public from the Bill and Journal Room:
 - Bills.
 - Engrossed bills.
 - House and Senate journals.
 - House and Senate calendars.
 - House and Senate committee hearing schedules.
- Fees are not charged for making photocopies for:
 - Legislators.
 - House and Senate employees.
 - Legislative Council employees.

PHOTOCOPY HISTORY

Before the 2007 legislative session the contract for operation of the Bill and Journal Room required the contractor to provide a copier, and the contractor was allowed to retain the photocopying fees. During the 2005 legislative session the contract printer printed 325 copies of bills and resolutions and 750 copies of the daily journals. The contract printer has printed fewer copies of bills and resolutions and journals each legislative session, in reliance on Bill and Journal Room personnel printing copies as needed through a network-connected copier provided in the room. During the 2021 legislative session the contract printer, Central Duplicating Services Division, Office of Management and Budget, printed 35 copies of bills and resolutions and 45 copies of daily journals. Generally, the number of bills, resolutions, and journals printed by the contract printer or copied by the Bill and Journal Room employees has been reduced over the years as the information is readily available on the legislative branch website.

CONTRACT PRINTING COSTS

A comparison of contract printing costs from the 2005 through 2021 legislative sessions for these items is:

	2005 Session Cost	2007 Session Cost	2009 Session Cost	2011 Session Cost	2013 Session Cost	2015 Session Cost	2017 Session Cost	2019 Session Cost	2021 Session Cost
Daily journals	\$67,805	\$22,206	\$15,824	\$14,903	\$16,934	\$19,257	\$9,246	\$26,378	\$2,834
Bills and resolutions	79,669	63,831	59,959	43,469	40,566	34,007	19,506	22,845	14,902
Total	\$147,474	\$86,037	\$75,783	\$58,372	\$57,500	\$53,264	\$28,752	\$49,223	\$17,735

LEGISLATIVE ASSEMBLY COPIER USAGE AND COSTS

Seven copiers are placed in legislative areas for use during the legislative session. The following is a comparison of copies made and costs incurred from the 2007 through 2021 legislative sessions:

Location	2007 Session Copies	2009 Session Copies	2011 Session Copies	2013 Session Copies	2015 Session Copies	2017 Session Copies	2019 Session Copies	2021 Session Copies
Roughrider Room	28,920	34,143	10,228	9,534	15,127	14,330	28,294	17,244
Main clerks	60,014	75,248	50,559	49,137	80,997	71,451	75,516	12,117
House page room	98,540	94,793	94,081	85,219	103,064	94,484	96,186	66,039
Senate page room	81,573	64,385	73,171	65,506	56,972	45,544	52,280	33,234
Secretarial service	38,658	52,339	49,577	38,766	20,340	969	456	0
Harvest Room	10,875	20,018	9,945	13,266	13,344	12,264	10,747	36,558
Bill and Journal Room	18,593	137,445	106,151	90,811	155,972	109,498	118,959	28,475
Other Committee Rooms								124,044
Total copies	337,173	478,371	393,712	352,239	445,816	348,540	382,438	317,711
Total costs	\$22,764	\$26,007	\$9,469	\$11,572	\$36,121	\$25,809	\$27,395	\$26,198

The total costs for rental printers during the 2011 and 2013 legislative sessions were reduced due to switching the rental to a small setup fee and a per-copy charge. During the 2013 legislative session, the cost of the copier rental in the Bill and Journal Room was \$5,655, and the income from the photocopying fee was \$476. During the 2015 legislative session, the contract was switched back to a copier rental arrangement. Copiers rented reflected more dependable machines and better quality. In 2021 the copier rental costs were \$16,100, the copy charges were \$10,098, and the income from the photocopying fee was \$48.